

**CITY OF TAYLORSVILLE
CITY COMMISSION
REGULAR MEETING**

December 2, 2014

The City of Taylorsville City Commission held a Regular Meeting on December 2, 2014 at 5:00 p.m., at the City Hall Annex.

Present were:

Don Pay, Mayor
Beverly Ingram, Commissioner
Jack Proctor, Commissioner
Ellen Redmon, Commissioner
Kathy Spears, Commissioner

Staff present:

Steve Biven, City Clerk
Randy McConnell, Comptroller
Lisa Ware, Co-Treasurer

Phil Crumpton, Police Chief
Harold Compton, Public Works Director

Item #1

Mayor Pay called the meeting to order at 5 p.m. and Commissioner Proctor led the group in a recital of the Pledge of Allegiance.

Item #2 – *Consent Calendar*

Motion was made by Commissioner Proctor and seconded by Commissioner Spears to approve the Consent Calendar for November 2014. Motion carried with a vote of 5-0.

Item #3- *Comments by the Mayor*

Mayor Pay commented that Christmas on Main Street was very nice. He also stated that a date has not yet been set for swearing in the commission.

Item #4- *Report on Meetings Attended by Commission Members*

There were no other meetings attended by the commissioners.

Item #5 – ***Committee Reports***

a) Main Street (Jo Woodward)

Mrs. Woodward stated the committee decorated Main Street for Christmas on November 9, 2014. There were several volunteers that turned out to help.

Mrs. Woodward said that Lauren Collins had updated the Main Street Facebook page and Sue Shafer updated the Main Street page on the county website.

The annual Christmas Home Tour is Saturday, December 6, 2014. Tickets are on sale at the Red Scooter and the cost is \$15.00. There also are tickets on sale for the Living Christmas Tree that will be presented at the First Baptist Church.

Mrs. Woodward said that the Main Street Committee has two requests for the commission. First, the Mayor Pay needs to sign the Letter of Commitment that is required for certification by the Kentucky Main Street Program and secondly, she is requesting that when the work is being done on the sidewalks on Jefferson Street, the committee would like for some additional work to be done so they can landscape the corner going to the blue bridge. Public Works Director stated it could be done in the spring of next year.

Mrs. Woodward mentioned they have a job description for the Main Street Manager.

Motion was made by Commissioner Proctor and seconded by Commissioner Spears to approve Mayor Pay to sign the Accredited Program Letter of Commitment. Motion carried with a vote of 4-0 with Commissioner Ingram abstaining.

Motion was made by Commissioner Spears and seconded by Commissioner Redmon to approve Ms. Ingram's hours for the month of November. Motion carried with a vote of 4-0 with Commissioner Ingram abstaining.

There was also some discussion in regards to a timetable for finding a new director. **Motion was made by Commissioner Proctor and seconded by Commissioner Spears to approve the Main Street Manager contract subject to counsel. Motion carried with a vote of 4-0 with Commissioner Ingram abstaining.**

Item #6– ***Old Business***

a) Taylorsville Place Tax Credit

Mr. Ian Maute was present to discuss the outcome of a public meeting that was held in regards to Taylorsville Place II. He explained he had sent the zoning documentation to Clerk Biven and he also stated that Rose Ann Bentley, who is the manger of Taylorsville Place I, had sent a letter addressing some of the comments from the public. A Notification of Application for Funding was in the commissioner's packet. Mr. Dale said that the application does not have to be signed.

Mayor Pay made a Motion not to sign the contract but in order to avoid any division within the community; that the city commission to not take any formal action but to include in the letter comments that were made in the public meeting. Commissioner Proctor seconded the motion. After some discussion, Motion carried with a vote of 5-0.

b) Taylorsville Drainage Project

Clerk Biven stated that there were some specifications in the commissioner's packets regarding the Grant Administration Request For Proposals. The advertisement for grant administration will be in the paper Wednesday. The proposals are due by December 23, 2014. The League of Cities has recommended that the city put together a committee to grade the responses. Mayor Pay suggested tabling this issue until January. After some discussion, a **Motion made by Mayor Pay and seconded by Commissioner Ingram to approve the specifications for the Grant Administration RFDs. Motion carried with a vote of 5-0.**

c) Board of Adjustments Appointment

Mayor Pay mentioned to the commission that Davis Lee Downs' term on the Board of Adjustments will be expiring on December 31, 2014. Mayor Pay recommended Charles Ethington to the Board. **Motion was made by Mayor Pay and seconded by Commissioner Proctor to approve Charles Ethington to the Board of Adjustments. Motion carried with a vote of 5-0.** Mr. Ethington's term will be from January 1, 2014 until December 31, 2018.

Mayor Pay also mentioned that Jan Deigl will be stepping down from Planning and Zoning mid December. The City will need to look into appointing someone new for that position.

d) Vehicle Maintenance

At the last meeting, Motion was made by Commissioner Redmon and seconded by Commissioner Spears to table this issue of vehicle maintenance. **Motion was made by Commissioner Redmon and seconded by Commissioner Spears to untable this issue.** Commissioner Redmon asked if anyone found out anything about the \$20,000 cap. Mr. Compton stated he did not believe that they would be going over \$20,000 for oil changes if it was bid out. He took one truck with over 50,000 miles on it and figured what it would cost to change the oil for a year. He also stated it cost approximately \$47 to have Rick Hall change the oil, which includes 5 quarts of oil, filters and whatever he can lube, and topping off the fluids. The main concern of the commission was for the guys in the back not to be doing maintenance on the vehicles because of safety concerns. **Motion was made by Commissioner Redmon and seconded by commissioner Spears to take the vehicles to out sources for general maintenance. Motion carried with a vote of 5-0.**

e) Rumpke

Clerk Biven stated that Rumpke had credited the city's account for the missed pickups on Eastview Drive. The city will need to refund the 7 residents \$9.75 per household. **Motion was made by Commissioner Spears and seconded by Commissioner Redmon to refund the residents of Eastview Drive the amount of \$9.75 for trash that was not picked up. Motion carried with a vote of 5-0.**

Item #7 – *New Business*

a) Spencer County Public Library

Debra Lawson was present to announce that the Spencer County Public Library has been awarded a \$2.8 million grant for library renovation and construction. She thanked the city for sending a letter in support of this project. The Library does not have any plans quite yet. Mrs. Lawson will bring back some plans as soon as they have them. They will expand from 6,200 square feet to 16,000 square feet.

b) De-Annexing of Undeveloped Portion of Pin Oak Subdivision

Charlie Tichenor was present to discuss the de-annexation of approximately 131 acres of Pin Oak Subdivision. His clients have purchased the undeveloped portion of that development and are requesting that property to be de-annexed. The commission was concerned about how it was zoned and how that property is going to be used. **Motion was made by Commissioner Proctor and seconded by Mayor Pay to table this issue until the January meeting. Motion carried with a vote of 5-0.**

c) KU Franchise Agreement

Clerk Biven informed the commission of a meeting with Kentucky Utilities to discuss their franchise renewal agreement with the City. It is a 20 year agreement. Mr. Dale explained that this is a requirement of the Kentucky Constitution; no public utility is to operate within the city without a franchise agreement to pay for the use the streets to place their poles. Their agreement will expire February 7, 2015. There will be a meeting Thursday, December 4, 2014 at 3:30.

d) Work Log Sheets

Clerk Biven and Mr. Compton had previously taken care of this issue.

e) Vacation/Sick Time

Commissioner Redmon stated that the city has over \$47,000 in accrual vacations. This is a liability to the city and stated that this is why the time sheets need to be accurate.

f) Purchase Orders

Commissioner Redmon wanted it known that the city has a procedure regarding purchase orders that needs to be followed.

g) Time Clock

Commissioner Redmon stated that the old time clock in the break room in the back needs to come down. Mr. Compton stated that it was no longer up.

h) Safety Committee

Commissioner Redmon mentioned the score card from the insurance provider. She would like to see some of the infractions on a list she had prepared taking care of. She feels a committee needs to be formed to work on these items.

i) Break and Lunchtime Hours

There were no comments on this issue.

j) Department Reports

i) Financial Report – Randy McConnell, City Comptroller

There is a Cash Analysis, an Overtime Report and a Deposit Collateral Report in the commissioner's packets. The City is fully collateralized at all three banks.

General Fund - Revenues

Y-T-D Insurance Premium Revenue is \$84,046.

Year to Date Occupational License Receipts are \$143,508.

Year to Date Property Taxes net of Discounts are \$96,014.

Expenses

Y-T-D Street Repair and Maintenance Expenses is \$21,848.

The Municipal Road Aid Fund Balance is currently \$140,226.

Water and Sewer Enterprise Fund - Revenues

Year to Date Water Revenue of \$1,462,931 is \$37,069 under Budget.

Year to Date Meter Set Revenue of \$67,485 is \$14,985 over Budget.

Year to Date Sewer Revenue of \$139,543 is \$7,124 under Budget.

Year to Date Sewer Impact Fees of 15,000 are equal to Budget.

Expenses

Louisville Water Expense of \$494,600 is \$25,853 over Budget due to increased flushing.

Meter Repair Costs of \$26,643 are \$7,893 over Budget due to MXU replacements.

Mr. Compton stated that 26 MXUs have been received. He is hoping that the rereads will come down. Some of the problems are with Tony's receiver not reading. There is someone coming from CI Thornburg to hopefully resolve this issue. Commissioner Spears ask what the guidelines were, what links do they go through before they decide to pull one. Mr. Compton stated that they try to read it with the handheld. If it does not read then they replace the MXU.

Commissioner Proctor asks how much was budgeted for replacing meters. Mr. McConnell stated that \$45,000 was budgeted. The city has spent 60% of what was budgeted for meter cost and repairs.

Commissioner Proctor commented on the cash analysis. He asked if we were adding to our reserve money. Mr. McConnell explained that some of the funds have been pulled out due to the new City Waterline Replacement. Sisler-Maggard has been paid out of that account and more will be coming. Commissioner Proctor stated that there was not much discussion regarding the bank accounts with the commissioners. Mr. McConnell stated he would do whatever the commission wanted him to do regarding collateralized; He discussed some of the issues he faces with the banks on the matter.

ii) Public Safety – Phil Crumpton, Police Chief

Chief Crumpton stated that the monthly activity report, schedule for December and overtime report was in the commissioner's packets. The run report and the petty cash report were also in the packets.

Chief Crumpton gave an update on the Alcohol Beverage Control Implementation. The Chief stated that he, Lt. Jewell and the county's coordinator went to all five vendors in the city and explained to them that now the fees would be going to the city instead of being paid from to the county. Each server is required to have Star training and we are going to keep that on file and let the vendor know when that person's training is going to expire.

Clerk Biven stated he believed it was Commissioner Ingram's the desire of the commission to have an Interview Committee in regards to full-time and part-time police officer applications that will be received. Commissioner Ingram feels that the city should use the same process as before, maybe not quite as many on the committee. Chief Crumpton is to come back with suggestions of people to sit on the committee.

Chief Crumpton mentioned the drug seized and calendar money. He has broken down the two different funds and what he would like to use those funds for. He said the calendar will be produced in January and there should be another \$800 going into that fund. The cost for pictures that were recently taken will come out of this fund. He is also looking to pay for some 40 caliber practice ammo out of these funds. He located 1000 rounds for sale at \$268 and thought that this would last the department about two years. Chief Crumpton stated that the department was qualifying but not really training. He said that the department needs to be qualified with back-up weapons and to carry back-up weapons.

He also had a quote for hat pins. They have been developing a pin for the campaign hats. He is looking to make the agency as professional as possible in both behavior and in appearance. He has always believed that if you look good and you feel good you are going to be good. They were looking at silver pins for the officer and gold pins for the rank in file, but they decided to go with all gold for everybody. The next item he would like to purchase with the calendar money is TPD collar pins. Some of the pins they have now are different sizes, color, or they are just looking worn. These items would be agency owed; if someone leaves these items will stay with the department. The total for these items comes to \$1269.

Mayor Pay mentioned that Lt. Jewell was sworn in as the ABC officer.

Motion was made by Mayor Pay and seconded Commissioner Proctor to spend the calendar funds as recommended by the Chief Crumpton. Motion carried with a vote of 5-0.

Chief Crumpton stated that the department had some additional funds coming for the drug seizure fund. He believes it will be somewhere around \$4,000 to \$6,000. He would really like for the department to have body cameras but he is going to wait and see if there will be any federal funds coming to purchase those. The items he would like to purchase from this fund are digital cameras and digital voice recorders. The cost for the cameras he feels would be no more than \$75 and the cost for the recorders would be no more than \$60. The total cost for these two items would be \$765. **Motion was made by Commissioner Spears and seconded by Commissioner Redmon to approve spending \$765 from the drug seizure funds for these two items. Motion carried with a vote of 5-0.**

iii) Utility – Harold Compton

a) Water

Mr. Compton reported that the City had received a letter from the Division of Water in regards to a violation with the CCR Report. We did everything we were supposed to do but we did not send it to the Kentucky Rural Water Association to be posted on their website as stated on the label notification. Mr. Compton recommends putting the labels on the bills now stating the same information that was on the labels on the June 2014 billing. Also included in the 2014 CCR, we will have to report the violation as required in the CCR including the required language which will occur in June 2015. **Motion was made by Commissioner Proctor and seconded by Commissioner Redmon to follow Mr. Compton's recommendation regarding the CCR Report issue. Motion carried with a vote of 5-0.**

b) Sewer

Mr. Compton gave the commission a SOP (Standard Operating Procedure) for walking on the panels or covers at the sewer plant. Clerk Biven and Mr. Compton have discussed having the fire department and EMS see what we do at the sewer plant when we need to walk on the panels. Mr. Compton is to set up a training exercise with the fire department and EMS. Clerk Biven stated that they needed to make EMS and the fire department aware when they are going to have a team out there.

c) Streets

Clerk Biven stated that Paula Wheatley had contacted him about striping parking spaces on Washington Street at Main Street. The city has not organized this before. It is a very rough area most of which is gravel. The area is not considered to be property of the city.

Mr. Compton also informed the commission that the three loads of salt has been purchased and are in the building.

k) General Government

There was no general government business.

l) Other New Business

There was no other new business.

Item #8- ***Legal (City Attorney) John D. Dale***

a) Ordinance Annexing KY44 West (Second Reading)

Mr. Dale asked that this be held over until January.

b) Amending Nuisance Ordinance

Mr. Dale gave the second reading of the Nuisance Ordinance. **Motion was made by Commissioner Ingram and seconded by Commissioner Proctor to approve the amendment of the Nuisance Ordinance. Motion carried with a vote of 5-0.**

c) 57 West Jefferson Street

Mr. Dale is going to provide the commission with a letter informing the owner that they are not in compliances with the Nuisance Ordinance.

Item #9 - **Elected Officials' Comments**

Commissioner Proctor stated he was concerned over the raising Louisville Water rates.

Commissioner Ingram asked about the Mock House. Mr. Dale stated they had to get a warning order attorney appointed, which they have done. There were four owners that did not pick up their registered mail. Once that attorney has sent out his letter the owners will have to respond.

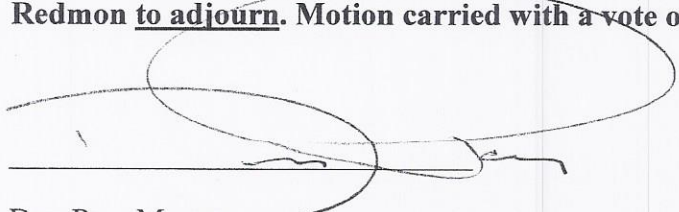
EXECUTIVE SESSION

Item #10

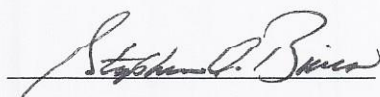
There was no executive session

ADJOURN MEETING

Item # 11 - **Motion was made by Commissioner Proctor and seconded by Commissioner Redmon to adjourn. Motion carried with a vote of 5-0.**



Don Pay, Mayor



Stephen A. Biven, City Clerk